

MINUTES OF THE REGULAR MEETING OF THE **GEORGETOWN CHARTER TOWNSHIP BOARD** HELD APRIL 28, 2014, 7:30 p.m.

The meeting was called to order at 7:30 p.m.

Prayer for guidance by Jim Wierenga

Pledge of Allegiance to the Flag

Roll Call

Members present: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm, Chad Tuttle, Ron Villerius, Jim Wierenga

Also present: Daniel Carlton, Township Superintendent, Mannette Minier, Secretary

Absent: None

#140428-01 - Agenda as presented for April 28, 2014

Moved by Richard VanderKlok, seconded by Chad Tuttle, to approve the agenda as presented for April 28, 2014.

MOTION CARRIED UNANIMOUSLY.

#140428-02 - Presentation by Superintendent

#140428-03 - Communications, letters and reports: Received for information, to be filed:

- a. Finance Committee meeting minutes of [April 24, 2014](#)
- b. Planning Commission meeting minutes of [April 16, 2014](#)
- c. [April 21, 2014](#) Services Committee meeting minutes.
- d. [March 2014](#) Fire Department Report
- e. [April 2014](#) Jenison Historical Association
- f. [April 14, 2014](#) Election Commission meeting minutes
- g. [April 14, 2014](#) Utilities Committee meeting minutes
- h. [May 2014](#) Ottawa County Road Commission Newsletter
- i. [March 2014](#) Sheriff's Department Report
- j. [Letter dated April 17, 2014](#) from the Road Commission regarding the intersection of Bauer Rd. and Cottonwood
- k. [Sheriff's Department](#) Annual Report
- l. [GL Report](#)
- m. [Balance Sheet](#)
- n. [Letter](#) regarding Crosswinds Plat
- o. [Results](#) of Senior Center and Library Survey

#140428-04 - Public Comments

The following person made public comments:
Todd Stuive, Exxel Engineer

#140428-05 - Consent agenda

Moved by Richard VanderKlok, seconded by Carol Scholma, to grant the following:

Jim Wierenga asked for the items including Unity Christian's sidewalk waiver, Ice Arena locker room, Crosswinds plat and contract with M.C. Smith for the Chicago Dr. streetscape to be removed from the consent agenda.

- a. **Approval of minutes** of the regular board meeting held on [April 14, 2014](#) and the special board meeting held on [April 21, 2014](#) (note the closed session portion may become public at this point).
- b. **Approval of the regular monthly bills** for [April 28, 2014](#).
- c. **Approval of the construction for the Ice Arena Improvements** and to amend the budget for \$50,000.00 for the Ice Arena remodel/improvements to the restaurant, for the front desk bookcase and for security cameras. Note: The Utilities Committee recommended approval.
- d. **Tentative preliminary plat approval of the overall Preliminary Plat of Walnut Grove** and phase 1 (with 26 lots), ([application](#), [plan](#), [review](#)), P.P. # 70-14-08-400-031, located at 3320 Bauer Rd., as shown on the drawing dated 2/12/2014, and to grant a variance of 453 feet for the length of 1,053 feet from Hager Dr. to the temporary turn-around on Golden Oak, and to grant a variance of 218 feet for the length of 818 feet from Hager Dr. to the end of Golden Oak Court, which both exceed the maximum length of 600 lineal feet allowed in Sec. 50-51 in the Code of Ordinances (with the authority given to the Board in Sec. 50-52),
 - a) Based on the findings that if the Township Board approves the variance for the cul-de-sac length, the applicable standards of the ordinance will be met.
 - b) The conditions of approval are as follows:
 1. Building envelopes appear to meet setback requirements, but will be reviewed for exactness at the time a building permit application is submitted for each lot.
 2. The minutes note the restriction on the properties due to the storm water basin, wetlands and drainage easements in order to inform potential homeowners of limited area for accessory structures and uses because this is a self-created situation by the developer.
 3. Lots 25 and 26 shall be combined as requested by the developer.

Note: The Planning Commission recommended approval with the conditions.

- e. **Approval of the Variance for Cul-de-sac Length for Site Plan (ST1404) Muusse Site Condo Development** ([application](#), [site plan](#), [email from Ottawa County Road Commission](#), [review](#)) for the 758 foot cul-de-sac (a variance of 158 feet) for LouMar Estates, a single family site condominium Development, P.P. # 70-14-18-200-003, located at 3930 42nd Ave., as shown on the site plan dated 4-8-2014,
 - a) CONTINGENT upon the following conditions of approval attached to the variance approval, and
 - b) Based on the findings that if the Township Board approves the variance for the cul-de-sac length and if the conditions of approval are attached, the applicable standards of the ordinance will be met.
 - c) The conditions of approval are as follows and shall all be satisfied prior to the issuance of any building permit for any construction within the development:
 1. Sidewalks shall be installed as per the Township Sidewalk Ordinance (a Sidewalk Compliance Letter was signed by the applicant and submitted to the Township).

2. Sidewalks shall be installed by the developer adjacent to 42nd Ave. along units 1 and 17, and along the parcels identified on the plan as Parcel A and Parcel B (the entire 667 foot length of the parent parcel adjacent to 42nd Ave.) since the developer is the owner of those two lots.
3. The developer shall be financially responsible for the streetlights in the same manner that a developer of a plat is responsible for streetlights (a signed street light petition was signed by the applicant and submitted to the Township).
4. An approval letter shall be obtained and submitted from the Ottawa County Road Commission.
5. The additional road right-of-way (50 feet from the centerline of 42nd Ave.) shall be deeded to the Ottawa County Road Commission in front of the two units in the development (unit 1 and 17) and in front of the two parcels on the plan identified as parcel "A" and "B" (the entire 667 foot length of the parent parcel adjacent to 42nd Ave.) since the developer is the owner of those lots.
6. An approval letter shall be obtained and submitted from the Ottawa County Water Resources Commission.
7. Engineered drawings for the Township Department of Public Works showing connections to the water supply system and the sewer system shall be submitted. As-built plans for all water and sewer installations in the development shall be submitted and become the sole property of the Township.
8. Lot inspection fees shall be submitted for the Township Department of Public Works inspectors to inspect each lot to determine correct connections to utilities (17 lots X \$50 per lot = \$850.00). Each lot shall be inspected.
9. A list containing the lowest building openings for each lot as recorded with the Water Resources Commission shall be submitted.
10. A covenant, deed restriction, or similar legal instrument shall be submitted restricting the use of property on lots 3, 4, 13, 14 due to the drain relocation, and lots 10, 11, 12, 13 due to the detention basin, and that the individual property owners of lots 10, 11, 12 and 13 are required to maintain the far side of the proposed detention basin and that lots 1 and 17 shall not have driveway access to 42nd Ave.
11. All fees, including deferred assessments in the amount of \$45.54, shall be paid prior to the issuance of any building permits for construction within the site condo development.
12. The developer shall be responsible to pay any costs associated with the Township Attorney reviewing the Master Deed prior to the issuance of any building permit for construction within the development.

Note: The Planning Commission approved the site condo development (site plan approval only) contingent upon the Township Board granting the variance for the cul-de-sac length with the conditions as listed due to the fact that these elements are required in the Code of Ordinances and this is the only opportunity to require them because this is being developed as a site condo with only site plan approval rather than a plat going through the normal platting process with the three approval steps.

- f. **Approval of the Parks Department Vehicle Purchases** as follows. One 2015 2500 Pickup Truck from Barber Ford for the final price after trade in of \$14,753.00, one 2015 Dump Truck from Barber Ford for the final price after trade in of \$20,200.00, and one Aluminum Dump Body from Truck & Trailer Specialties for \$12,912.00. Note: The Services Committee recommended approval.

current mileage
2001 Dump Truck: 39,919
2008 Pickup: 47,768

Attachments: [Bid Summary](#)
[2015 2500 Pickup Quotes](#)
[2015 Dump Truck Quotes](#)
[Quote for Dump Body](#)
[2014 Parks Department Budget Request](#)

- g. **Approval of [Policy 2014-02](#), Poverty Exemption Policy.** Note: The Finance Committee recommended approval.
- h. **Approval of the bid of \$5,476.00 from Cutting Edge for mowing and fertilizing DPW Properties.** Note: The Finance Committee recommended approval.

Attachments: [Bids](#)

MOTION CARRIED UNANIMOUSLY.

#140428-06 - [Resolution Request](#) from Fire Chief

IT WAS MOVED BY Carol Scholma, seconded by Chad Tuttle, that the following resolution is adopted in support of the [Risk Reduction Grant Program](#) and the request for \$5,000.00 for adding [Chevron Striping](#) on the rear of fire apparatus currently in service.

The Michigan Township Participating Plan
2014 RISK REDUCTION GRANT PROGRAM

BE IT HEREBY RESOLVED that the Georgetown Township Board, a member of the Michigan Township Participating Plan, fully supports the Risk Reduction Grant Program and the request for \$5,000.00 to be used for adding Chevron Striping on the rear of fire apparatus currently in service.

ACTION taken April 28, 2014

Georgetown Township Fire Department

Georgetown Township Supervisor

Georgetown Township Clerk

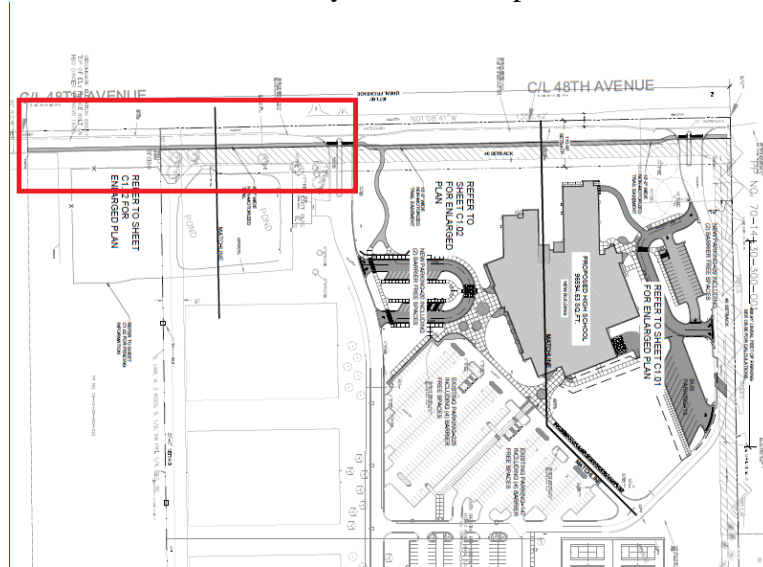
Witness: Fire Chief

Note: The Services Committee recommended approval.

MOTION CARRIED UNANIMOUSLY.

#140428-07 - Unity Christian High School's [Sidewalk Waiver Request](#)

Moved by Jim Wierenga, seconded by Chad Tuttle, to deny Unity Christian High School's [Sidewalk Waiver Request](#); however, to allow the installation of sidewalks from the southern driveway to the southern property line at a point in the future as stated in the written and signed [Agreement](#) that the sidewalk between the southern driveway and southern property line would be installed within three months once notified by the Township that it must be installed.



Note: As recommended by the Utilities Committee.

MOTION CARRIED UNANIMOUSLY.

#140428-08 – Additional Locker Room at Ice Arena

Moved by Chad Tuttle, seconded by Richard VanderKlok, to approve a budget of \$150,000 for an additional locker room at the Ice Arena for Grand Valley.

Attachment: [Sketches](#), [Letter](#) dated April 16, 2014.

Note: The Finance Committee recommended approval.

MOTION CARRIED UNANIMOUSLY.

#140428-09 – Preliminary Plat of Crosswinds

Moved by Richard VanderKlok, seconded by Chad Tuttle, to grant Tentative preliminary plat approval of the overall Preliminary Plat of Crosswinds and phase one (with 12 lots) ([application](#), [plan](#), [review](#)) and to grant the variance for the 726.41 foot length of the cul-de-sac (with the authority given to the Planning Commission and Board in Sec. 50-52), a variance of 126.41 feet from the maximum length of 600 feet allowed in Sec. 50-51 of the Code of Ordinances, P.P. # 70-14-18-300-040 and 70-14-18-300-021, located at 4724 Baldwin St. and 7748 48th Ave., as shown on the drawing dated 3/12/14 REV PER TOWNSHIP,

- a) Based on the findings that if the Township Board approves the variance for the cul-de-sac length, the applicable standards of the ordinance will be met.
- b) The conditions of approval are as follows:

1. Dry sewer shall be installed as per Township specifications as directed by the DPW Director and as required in the Code of Ordinances.
2. Building envelopes appear to meet setback requirements, but will be reviewed for exactness at the time a building permit application is submitted for each lot.
3. Lots 1 and 12 shall not have driveway access to Baldwin St.
4. A copy of the restrictive covenants shall be provided at the time of final preliminary plat approval showing that the property owners are required to hook up to sewer when it becomes available if dry sewer is required to be installed.

Note 1: The Planning Commission recommended approval of the plat and variance for the cul-de-sac length with the conditions.

Note 2: Information on the requirement of sewer:

- a) As stated by the DPW Director, **sanitary sewer is able to be provided to this plat as long as a lift station is provided.** The plat is within one-half mile of existing sewer (however, cannot be connected without the lift station due to elevation).
- b) Further, **the ordinance states that the Board MAY waive the requirements** (not shall) and **may add conditions of approval.** The Board has the authority to require the installation of dry sewer to fulfill the requirement and could be a condition of approval for the Board to stipulate if the Board waived the requirement of the installation of live sewer (with a lift station) at this time. See Sec. 50-30 in the Code of Ordinances below.

Sec. 50-30. Submission of preliminary plat for final approval; conditions.

(3) All subdivisions that are adjacent to or within one-half mile of any existing public sanitary sewer facilities, which facilities are able to provide service to such subdivision, unless the topography of the area is such that such sewer connections would not be reasonable or such engineering would not be normal and good engineering or construction, shall interconnect with such system.

(6) If construction of a sanitary sewer system in all or any part of a proposed plat is, because of the topography of the area or for other reason, impractical or unreasonable in the opinion of the township engineer, and such public sanitary sewer systems cannot practically be used within the near future; and provided that the municipal or state health authorities then having jurisdiction file with the township their consent that permits for construction will be issued for private sanitary sewer system for the lots within the plat, **the township board may, by resolution, waive any or all the requirements of subsection (3) of this section; provided, however, that the township board may make such additional conditions and requirements to the waiver as they deem necessary for the protection of the township.**

- c) Page 27 of the Master Plan states: **“Residential Land Use Policies:** New residential development should occur contiguous to existing developed areas to ensure efficient utilization of existing utility lines, or the developer would be responsible to bring the utilities to the location.” **Approving a plat that is not contiguous to existing developed areas with sewer without requiring the developer to bring utilities to the location (or the installation of dry sewer)**

is contrary to the Master Plan which was adopted by the Planning Commission and Township Board.

Moved by Chad Tuttle, seconded by Jim Wierenga, to refer the item to the Utilities Committee.

Yeas: D. Dale Mohr, Carol Scholma, John Schwalm, Chad Tuttle, Ron Villerius, Jim Wierenga
Nays: Richard VanderKlok

Chad Tuttle asked the applicant's representative if they understood that there would be a time delay by going to the Utilities Committee and back to the Township Board, and that the recommendation may still be the same.

Todd Stuive, Exxel Engineering, represented the applicant and stated that they understood and asked to have the opportunity to present their case for the elimination of sewer to the Utilities Committee.

MOTION CARRIED.

#140428-10 – Chicago Dr. Streetscape

Moved by Jim Wierenga, seconded by Carol Scholma, to approve the contract with M.C. Smith Associates to develop designs for the Chicago Drive streetscape project.

Note: The Services Committee recommended approval

Attachments: [Proposed schedule](#)
[Proposal](#)

MOTION CARRIED UNANIMOUSLY.

#140428-11 - Closed Session for Property Acquisition

Moved by Richard VanderKlok, seconded by Carol Scholma, to go to closed session for property acquisition.

Note: The Finance Committee recommended approval.

Yeas: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm, Chad Tuttle, Ron Villerius, Jim Wierenga
Nays: None

MOTION CARRIED UNANIMOUSLY.

#140428-12 – Open Session

Moved by Carol Scholma, seconded by Richard VanderKlok, to go to open session.

MOTION CARRIED UNANIMOUSLY.

#140428-13 - Property Acquisition

Moved by Chad Tuttle, seconded by Richard VanderKlok, to authorize the Superintendent to approve and sign the buy/sell agreement and all other legal documents necessary for \$3,000,000 for the property described in the [survey](#) subject to attorney review.

Yeas: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm, Chad Tuttle,
Ron Villerius, Jim Wierenga
Nays: None

MOTION CARRIED UNANIMOUSLY.

#140428-14 - Property Disposition

Lee Westervelt, Jenison Public Schools, represented the Early Childhood Center and Maplewood School and commented on the needed expansion for the facility. He said that tonight the Jenison Public School Board voted to enter into an agreement with Township to purchase the current site of the Township library and office.

Moved by Richard VanderKlok, seconded by Carol Scholma, to authorize the superintendent to enter into a buy/sell agreement for a six year land contract for 1515 Baldwin at 1.2 million at 0.5% subject to approval of voter referendum in August 2014 and to authorize the Superintendent to sign any and all other related legal documents.

Yeas: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm, Chad Tuttle,
Ron Villerius, Jim Wierenga
Nays: None

MOTION CARRIED UNANIMOUSLY.

#140428-15 - Bond Resolution

Moved by Richard VanderKlok, seconded by Chad Tuttle, to approve the bond resolution.

Moved by Jim Wierenga, seconded by Carol Scholma, to amend the motion to add “community center” after the word “senior citizen.”

AMENDMENT TO MOTION CARRIED UNANIMOUSLY.

Resolution as amended:

**RESOLUTION APPROVING SUBMISSION
OF BOND PROPOSITION TO ELECTORS**

At a regular meeting of the Township Board of the Charter Township of Georgetown, Ottawa County, Michigan, held on April 28, 2014.

Members present: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm,
Chad Tuttle, Ron Villerius, Jim Wierenga

Absent: None

The following resolution was offered by Richard VanderKlok and seconded by Chad Tuttle:

WHEREAS, pursuant to Act No. 359, Public Acts of Michigan, 1947, as amended, the Charter Township of Georgetown (the "Township") is authorized to borrow money for the purpose of constructing or otherwise acquiring public improvements; and

WHEREAS, the Township Board has determined that it is appropriate to submit a bond proposition to the electors of the Township at the primary election to be held on August 5, 2014, for the purpose hereinafter set forth.

NOW, THEREFORE, BE IT RESOLVED by the Township Board of the Charter Township of Georgetown as follows:

1. The following proposition shall be submitted to the electors of the Township at the primary election to be held in the Township on August 5, 2014, to-wit:

CAPITAL IMPROVEMENT PROGRAM BOND PROPOSITION

Shall the Charter Township of Georgetown, Ottawa County, Michigan, borrow an amount not to exceed Nineteen Million Dollars (\$19,000,000) and issue its general obligation unlimited tax bonds in one or more series for the purpose of funding its long-term capital improvement program and paying all or part of the costs of:

- acquiring, constructing, furnishing and equipping a new municipal complex in the Township that will contain a new senior citizens/community center, a new library and new administrative offices and improving the site therefor; and
- acquiring and constructing improvements to Township parks?

The maximum number of years each series of bonds may be outstanding, exclusive of refunding, is 20 years; the estimated millage that will be levied to pay the proposed bonds in the first year that the levy is authorized is 0.83 mills (which is equal to \$0.83 per \$1,000 of taxable value of real and personal property in the Township); and the estimated simple average annual millage that will be required to retire the bonds is 0.83 mills.

2. The Township Clerk is hereby directed to do all things necessary to provide for the submission of the aforesaid proposition to the electors of the Township at the primary election to be held on August 5, 2014.

3. That all resolutions and parts of resolutions, insofar as the same may be in conflict herewith, are hereby rescinded.

Yeas: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm,
Chad Tuttle, Ron Villerius, Jim Wierenga
Nays: None

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
)ss
COUNTY OF OTTAWA)

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Georgetown, Ottawa County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Township Board of said Township, held on April 28, 2014, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the Open Meetings Act.

Clerk, Charter Township of Georgetown

Attachment: [Summary](#)

#140428-16 - Bond Counsel and Advisor

Moved by Richard VanderKlok, seconded by Ron Villerius, to hire Dickinson Wright PLLC as Bond Counsel and [Financial Management, Inc.](#) as Bond Advisor.

Attachments: [Engagement Letter](#) dated March 20, 2014 from Dickinson Wright PLLC

Yeas: D. Dale Mohr, Carol Scholma, Richard VanderKlok, John Schwalm, Chad Tuttle,
Ron Villerius, Jim Wierenga

Nays: None

MOTION CARRIED UNANIMOUSLY.

#140428-17 - Public Comment

The following people made public comments.

Dennis VanDam, 7369 Hidden Forest Dr.

Stan Sterk, 7850 Cottonwood.

Dan Tomeszewski, 4143 Widgeon Lane

#140428-18 - Discussion and General information

There was discussion about the ice arena, the proposed locker room and a Road Commission meeting.

#140428-19 - Meeting Adjourned

Moved by Richard VanderKlok, seconded by John Schwalm, to adjourn the meeting at 9:40 p.m.

MOTION CARRIED UNANIMOUSLY.

D. Dale Mohr, Supervisor

Richard VanderKlok, Clerk